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From: Ruthie Allis <rallis@microbio.umass.edu>
Sent: Tuesday, December 22, 2009 11:31 AM
To: Hanchett, James (DPH)
Subject: [Holiday Season Energy Conservation Practices]

This will warm the cockles of your heart...

----- Original Message -----

Subject: Holiday Season Energy Conservation Practices
Date: Mon, 21 Dec 2009 11:07:19 -0500
From: pdaly@facil.umass.edu
To: massmail-l@oit.umass.edu

M E M O R A N D U M

To: Faculty and Staff

From: Patrick Daly
Director, Physical Plant

Subject: Holidays Season Energy Conservation Practices

Given that many buildings will be unoccupied during the holidays season, Physical Plant will implement a specific plan to reduce energy consumption from December 24, 2009 to January 3, 2010. Its success will require your individual participation in cooperating with some of the basic measures that will help us reduce the cost of utilities.

>From close of business on December 24 to December 27, 2009 and from January 1st to January 3, 2010, Physical Plant will shut off heating equipment units that do not need to run during this period. All areas, with the exception of the Animal lab and the University Health Services, will have their heating temperature setback to 55 degrees F. If you plan to be working on campus during this period, please dress accordingly for these reduced temperatures.

>From December 28 to December 31, 2009, room temperatures during the day will be set to 64 degrees F; room temperatures in the evening will be set to 55 degrees F.

We strongly encourage you to conserve energy with the following practices while away from your office:

- Shut off all electric equipment that does not need to be on while you are away
- Turn off all the lights when you leave your office
- Turn off your computer and monitor, and shut down other office equipment like copiers while away from your office
- Turn the thermostatic knob (where available and accessible) to 2 or 1, or reset the room thermostat, where accessible, to 55 degrees F
- If your windows are open, please keep them closed
- If the fume hood in the lab is not in use, close the sash completely
- Turn off any other equipment that may use energy unnecessary

Thank you in advance for your commitment to energy conservation during this winter.

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